

4 webinars on Application training for early-career scientists

The webinar series 'Application training' is designed to help you prepare successful applications, present yourself well, identify the right vacancies and find the right job – and avoid mistakes: Gaps in your resume, making excessive demands, dealing with missing degrees.

As the current job market is agile and a candidate's market, there are many ways to find a new job. How can you use the support of job portals or establish contacts with headhunters and recruiters? Or how do you send an unsolicited application and what do you need to bear in mind? The webinars provide answers to these questions.

Webinar 1: My CV as a competence profile

- CV for science, business, international applications
- The motivation letter, a match between job advertisement and applicant

Webinar 2: Page 2, self-presentation and elevator pitch

- Page 2 in detail and as preparation for applicant interviews online and in person

Webinar 3: The application process: from job search to interview

- How and where do I find the right job offers? Keywording my skills and knowledge
- The job interview - identifying the interviewer
- Salary negotiations

Webinar 4: German and international job market

- Unsolicited applications
- Professional and private networks
- Recruiters and headhunters
- Applicant databases and use of social networks

Who can attend

Up to **25 Master students, PhD students and post-docs from the 4 IMK's** can attend.

Format

The four 2h-webinars take place online and in English:
 Module 1: **Tuesday, 27 February 2024** 10:00 - 12:00
 Module 2: **Tuesday, 12 March 2024** 10:00 - 12:00
 Module 3: **Tuesday, 2 April 2024** 10:00 - 12:00
 Module 4: **Tuesday, 16 April 2024** 10:00 - 12:00

You can attend and register for all four webinars or just for one or two. The log-in details for the online meetings (MS Teams) will be sent out by the trainer well in advance.

Trainer

Dr. Susanne Dönitz is a career coach for *Karriere.Haus*, with more than 20 years of professional experience in business and consulting. She has extensive knowledge of the job market, has placed many graduates in jobs and takes a practical approach to imparting knowledge about job applications and career reorientation.

Registration and costs

Please register with an **e-mail to Petra Guppenberger (petra.guppenberger@kit.edu) by February 21, 2024 at the latest**. Name your institute and have your advisor in Cc. The places will be allocated on a first-come, first-served basis.

The webinars are a KIT ATMO Talent Management activity, costs are covered by the ATMOchange program.

